

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Monday, July 21, 2014 – 10:30 a.m.
County Administration Building – Room 106B
18500 Murdock Circle, Port Charlotte, FL 33948

Members Present

James Herston, *Chairman*
Garland Wilson, *Vice Chairman*
Delmar Wooden

Members Absent

Michael Haymans
Charlotte Ventola, *Secretary*

Staff Present

Debrah Forester, Redevelopment Manager
Commissioner Kenneth Doherty
Shaun Cullinan, Community Development
Elizabeth Nocheck, Community Development
Maryann Franks, Zoning
Dianne Quilty, Budget
Kathy M. Knee, Recorder

I. Call to Order

Chairman Herston called the July 21, 2014 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:31 a.m. in Room 106B of the Charlotte County Administration Building.

II. Pledge of Allegiance

Chairman Herston led the members and the audience in reciting the Pledge of Allegiance.

III. Roll Call/Determination of Quorum

Roll call was taken by Kathy Knee. A quorum was not present.

IV. Additions/Deletions to Agenda – None.

V. Approval of Minutes

A quorum was not present. Approval of the Minutes was tabled until the September meeting.

VI. Commissioner Comments

Commissioner Doherty advised he may not be able to attend the Whidden Park meeting on July 30.

VII. Public Comments – None.

VIII. Development Review Report

Chairman Herston had nothing to report. There was a discussion on Mattress Firm having a temporary CO. Debrah Forester asked if the Scruples sign came down; this will be checked out.

IX. Old Business

- a. Whidden Park – The Whidden Industrial Park Property Owners Meeting is scheduled for July 30 at 5:30 p.m. at the Charlotte Harbor Event Center. Debrah Forester noted that at the last meeting the owners were to regroup and see what they could come up with regard to the status of their property owner associations. Reminder post cards and e-mails have been sent. Ms. Forester asked if the Committee had anything to add to that Agenda. Jim Herston agreed it was left in the hands of the property owners.
- b. Building Review Process/Architectural Standards – Community Development was asked to attend today's meeting to give the Committee a better understanding about the process they follow when vetting Charlotte Harbor permits. Shaun Cullinan noted that when a building permit comes into Building Services, those within Charlotte Harbor CRA are flagged. A representative from zoning looks at the work being done and if the improvements trip architectural guidelines, a permit will be denied if not in compliance with the guidelines. Maryann Franks from Zoning added that Jim Herston is contacted whenever an architectural review is needed and he signs off on the project. Garland Wilson asked why the house on Central Avenue did not raise a flag and was told residential does not fall in to 50% threshold. Mr. Cullinan noted that if code is silent, County code comes into play; state law requires that the property owner must be favored. Since residential does not refer to 50% it goes to county code. Mr. Cullinan noted that there is a 5 year cumulative to trip the 50% rule within the County. Discussion followed regarding whether the

architectural standards include residential in the 50% or not. Staff will review the standards. Staff will look into the process and additional flag points can be determined if needed. Delmar Wooden noted that the Central Avenue property changed a porch to a room and windows do not seem to be conforming. Windows and doors do not currently go through review.

- c. Harbor Walk Update – Debrah Forester reported the Harbor Walk is being finalized with FDOT and hopefully an item to hire the CEI for the project will be on the September 9 BCC Agenda. A letter should be received from FDOT regarding funding within the few weeks. Upon receipt of the letter, the construction package will go out for bids. A bid for a construction management team will also go out. Kimley-Horn continues to work on Phase 1B and will present on the 60% plans in the fall.
- d. Marketing/ICSC Show – Debrah Forester advised she will be attending the ICSC show with the Punta Gorda Chamber and the City of North Port, calling themselves the Tamiami Trail Partnership. Flyers will be in the booth for Charlotte Harbor, Parkside and Murdock Village. They are bringing listings from realtors with property available for sale or lease along 41. Several listings have already been received. Waste Management property is available and is zoned IL. Ms. Forester asked that anyone with a commercial listing along 41 should contact her prior to August 22. Ms. Forester reported a \$37,500 grant application has been submitted for a market analysis in Charlotte Harbor and Parkside.

X. New Business

Committee Vacancies – Debrah Forester noted the two Committee vacancies are being advertised. One is for a Business Member in the CRA and the other an At-Large Member. Ms. Forester has reached out to people who have applied in the past.

XI. Correspondence/Communications - The Minutes of the Punta Gorda CRA meeting of June 4, 2014 were included in the meeting packet.

XII. Public Comments – None.

XIII. Staff Comments – Debrah Forester mentioned Community Development will be holding round table discussions in October regarding the comp plan changes for Charlotte Harbor CRA and other sections of the Plan. Changes will go to P&Z in November and the BCC in December. Approval by the BCC would allow transmittal to DEO for review and comments. Matt Trepal is finalizing zoning code changes.

XIV. Attorney Comments - None.

XV. Member Comments - Delmar Wooden reported new signs have been posted at the playground - No Vehicles on Shoulder - and they seem to be effective. Mr. Wooden asked for an update on the Historic Center. Staff will report next month.

XVI. Next Meeting Date

- A Whidden Industrial Park Property Owners Meeting will be held on Wednesday, July 30 at 5:30 p.m. at the Charlotte Harbor Event Center, 75 Taylor Street, Punta Gorda.
- The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, September 8, 2014 at 10:30 a.m. in Room 119 of the Charlotte County Administration Center.**

XVII. Adjournment - There being no further business, the meeting **ADJOURNED** at 11:04 a.m.

Respectfully submitted,

Charlotte Ventola, Secretary

/kmk

Approved: _____


Sept 8, 2014